

Internal Use Only

APPENDIX B

COMPARISONS WITH OTHER FEDERAL AGENCIES1. DIA

<u>Position</u>	<u>Supervisor's Grade</u>	<u>Secretary Grade</u>
Director, DIA	3 Star General	GS-09
Deputy Directors	2 Star Generals/GS-17	GS-08
Division Chiefs	Brig Gen/GS-16, GS-15, Military 06	GS-07

2. NSA

<u>Supervisors</u>	<u>Secretary</u>
Director/Deputy Director	GG-11
Assistant Director	GG-10
Group Chief Up To	GG-10
Office Chief Up To	GG-09
Division Chief Up To	GG-08
Branch Chief Up To	GG-07

(Internal Policy recognizes organizational levels which create ceilings for the secretarial positions. An employee of a lesser grade could be assigned to the position, but not one with a higher grade than the ceiling allows.)

3. Department of State

<u>Supervisor</u>	<u>Secretary</u>
Secretary of State	GS-13 or FSS-2
Under Secretary DCI	GS-12 or FSS-3
Dep Under Secretary DD	GS-11 or FSS-4
Asst Secretary DDD	GS-10 or FSS-4/5
Deputy Asst Secretary Office	GS-7/9 or FSS-7/9
Office Director Group	GS-6/8 or FSS-8/6
Division Chief Branch	GS-6/7 or FSS-8/7
Branch Chief	GS-5/6 or FSS-9
Section Chief	GS-4/5 or FSS-10/9

(The Deputy Under Secretary level can be compared with the Agency DD level. With that as a starting point, the Assistant Secretary level equates to the deputy DD level, Deputy Assistant Secretary to Office level, Office Director to Group level, and Division Chief to Branch level. The grades of secretarial positions are directly comparable.)

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3. Department of State (Con't)

Foreign Services

<u>Level of Supervisor</u>	<u>Class of Mission</u>			
	<u>I</u>	<u>II</u>	<u>III</u>	<u>IV</u>
Chief of Mission	S3(GS-12)	S4(GS-10/11)	S5(GS-09/10)	S6(GS-08)
Dep Chief of Mission	S4	S5	S6	S7
Section Chiefs	S5	S6	S7	-
Unit Chiefs	S6	S7	S8	-

(Foreign Service secretarial grades depend not only on the level of the supervisor, but also the class of the mission. Some would insist that the Chief of Station is on the same level as the Chief of Mission and therefore the secretarial grade should equate to that of the Ambassador's secretary. Others, however, recognize that the Ambassador's position is of somewhat broader scope than that of the COS, and would equate the position with that of the Section Chiefs. At this latter level, Agency secretarial grades are again for the most part comparable.)

COMPARISONS WITH PRIVATE INDUSTRY

Though the attached figures are somewhat dated (1 August 1973), the relationships are still valid in a comparison of weighted averages of clerical salaries with GS- equivalents in the Washington, D.C. area. Private salary information was derived from figures published by the Executive Compensation Service, AMACOM, a division of the American Management Association. GS grades were assigned to Agency positions with descriptions similar to those in the AMACOM report. Agency secretarial salaries are equivalent to the private industry salaries in all cases, though not necessarily at the step one salary of the grade ranges.

Administrative